

REGISTRATION FORM

ISSA/INTERCLEAN® AMSTERDAM 2010
26 – 29 April 2010



To be completed by Amsterdam RAI:

Debiteurennummer	
CP-nummer	
Afw. firmanaam voor publicatie	JA/NEE
Order	
Akkoord PM	

The undersigned, duly representing the company referred to below, declares that the company wishes to participate in ISSA/INTERCLEAN Amsterdam 2010, subject to the provisions set out in the Specific Terms and Conditions and in the accompanying General Rules (of which an extract is printed on the back of this form), with which conditions the undersigned hereby expressly declares that he/she agrees.

Exhibitor particulars:

Company name		The name of the company should be included in alphabetical lists under the letter (please enter one letter): <input type="checkbox"/>
Company name (for publications)		
Address (street + number)		
Post code + town		
P.O. Box + post code + town		
Country		
Telephone		Fax
E-mail (general)		Website
Name + initials of contact	m/f	Job title
E-mail of contact		
Company registration number		
VAT number (if applicable)		Purchase order number
ISSA member ID		

Invoice address (if different from that shown in the exhibitor data above):

Company name	
Address/P.O. Box	
Post code + town	
Country	
Telephone	
Fax	
E-mail (general)	
Website	
Name of contact	m/f
Company registration number	
VAT number (if applicable)	Purchase order number

Date:

Company stamp and signature of duly authorised representative:

Correspondence address (if different from that shown in the exhibitor data above):

Company name	
Address/P.O. Box	
Post code + town	
Country	
Telephone	
Fax	
E-mail (general)	
Website	
Contact	
E-mail of contact	

Initialed by:

Registration fee

A once-only registration fee of € 495.00 (excl. VAT) is charged for each registration, which is non-refundable. Exhibitors and co-exhibitors with an ISSA membership will receive a discount of € 350.00 (excl. VAT) on the registration fee. In case you are a member we request you kindly to fill out your ISSA member ID on the first page of this form under exhibitor particulars.

Application for stand space

Till 30 June 2009

 Stand space ofm² at € 206.00 per m² (excl. stand construction and VAT)

From 1 July 2009

 Stand space ofm² at € 229.00 per m² (excl. stand construction and VAT)**Surcharges** Corner stand€ 6.00 per m² (excl. VAT) Front stand€ 10.00 per m² (excl. VAT) Island stand€ 12.00 per m² (excl. VAT)**The following goods/services will be exhibited:**

Exhibits:	Brand:	Name of manufacturer/Country of origin:

Preference for stand space allocation:

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N.B.: Account is taken, wherever possible, of your wishes for the number of m² and preferences for stand dimensions and location. However, we cannot unfortunately guarantee in advance that your wishes will be met.

Stand construction (for more information, see also the Specific Terms and Conditions ISSA/INTERCLEAN AMSTERDAM 2010) Wishes to have a standard shell scheme (ready-to-use) stand at € 95 per m² (excl. stand rental and VAT) Wishes to construct its own stand (for more information see the Specific Terms and Conditions ISSA/INTERCLEAN AMSTERDAM 2010)

If you wish to have a shell scheme stand, you will receive information about this as soon as possible.

Terms of payment

In accordance with the provisions of article 6 of the General Rules, the stand space rental (and any costs of stand construction), plus VAT, should be paid in two instalments, namely:

1. first advance of 25% of the total number of square metres reserved, plus the registration fee: within 21 days of the date of the first advance invoice (advance invoices are sent from 365 days before the exhibition).
2. second advance of 100% (less the 25% of the first advance invoice): within 21 days of the date of the second advance invoice (these are sent from 90 days before the exhibition).

No advance invoices are sent from 90 days before the exhibition. In the event of application less than 90 days before the first build-up day of the exhibition the amount owed should be paid in full together with the application, but at least 4 days before the first build-up day.

As completed and signed by:

Name of duly authorised representative: _____

Signature of duly authorised representative: _____

Town: _____

Date: _____

Company stamp: _____

Please send to: Amsterdam RAI, ISSA/INTERCLEAN AMSTERDAM 2010, P.O. Box 77777, 1070 MS Amsterdam, fax number +31 (0)20 549 1889 (Remember to keep a copy for your own file!) Applications marked 'subject to confirmation/alteration' etc. are not accepted.

The provisions subject to which exhibitors may take part in ISSA/INTERCLEAN® Amsterdam 2010, the international trade fair for the professional cleaning industry (hereinafter referred to as the exhibition) are laid down in these Specific Terms and Conditions and in the Standard Terms and Conditions of Event Participation (hereinafter called Standard Terms).

Organisation

The exhibition is organised by Amsterdam RAI B.V. in close cooperation with ISSA (hereinafter and in the Standard Terms referred to as 'the organisers').

The mailing address is:

Amsterdam RAI
Projectteam ISSA/INTERCLEAN® Amsterdam 2010
P.O. Box 77777
1070 MS Amsterdam
The Netherlands
T: +31 20 549 12 12; F: +31 20 549 18 89;
E: info@issainterclean.com; W: www.issainterclean.com

Venue and dates

The exhibition will be held in halls 1 to 5 plus halls 9 to 11 and the Elycium of the Amsterdam RAI Exhibition Centre, Europaplein in Amsterdam from Monday April 26 to and inclusive Thursday April 29, 2010.

Opening hours

The exhibition will be open to visitors from Monday April 26 to and inclusive Thursday April 29, 2010 from 10 a.m. to 5 p.m. For exhibitors, the building will be accessible from two hours before the opening until two hours after the closing of the exhibition.

Construction and dismantling period

Amsterdam RAI will be open for the construction of stands and the delivery of goods from 8 a.m. on Tuesday 20 April to 5 p.m. on Sunday 25 April. Shell scheme ('ready-to-use') stands can be decorated between 1 p.m. on Friday 23 April 2010 and 5 p.m. on Sunday 25 April 2010. Goods should be removed and stands dismantled and removed between 6.30 p.m. on Thursday 29 April 2010 and 5 p.m. on Tuesday 3 May 2010. Exhibitors using shell scheme stand construction should clear these by 1 p.m. on Friday 30 April.

Admission

The basic admission charge for the exhibition, as specified in article 5 of the Standard Terms, will be € 100.00 per person per day, including VAT.

Exhibition programme

Products and services are only authorised for display at the exhibition if they conform to the goal to provide the public with as varied an overview as possible of the current domestic and international offer of products and services in the field of:

- Machines, accessories and components
- Equipment/tools for cleaning, care and safety
- Chemicals, care and disinfection materials/products
- Sanitary appliances, accessories and supplies
- Cleaning Services
- Management, planning, research and consultancy
- Education, training, certification, media and associations
- Related products and services

Authorisation is at the full discretion of the organisers, or any committee designated by the organisers.

Exhibitors

Exhibitors may be manufacturers, representatives, importers, wholesalers, exporters, publishing companies and other service providers, as long as they are economically active in the field of professional cleaning. Authorisation is at the full discretion of the organisers, who may refuse exhibitors without incurring any liability.

Demonstrations

Special activities at stands, such as product presentations, performances and shows, may only take place if written permission is granted by the organisers. Please note that permission must be requested in writing at the latest 30 days before the beginning of the construction period. This permission is subject to various conditions, including that the activity must be situated in such a way that interested visitors do not block the corridor.

Costs of stand space

The rental price per square metre of floor space is € 206.00 for registrations received before 1 July 2009 and € 229.00 for registrations received after 1 July 2009, excluding VAT and stand construction. The registration fee is € 495.00 excluding VAT. This amount will be invoiced along with the floor space rental fee and will not be refunded in case of cancellation.

Exhibitors and co-exhibitors with an ISSA membership will receive a discount of € 350.00 (excl. VAT) on the registration fee. Cancellations are covered by the relevant section of the Standard Terms.

Stand construction

The above-mentioned rental fee per square metre of floor space excludes the cost of a shell scheme stand construction. Participants who do not wish to use shell scheme stand construction must ensure that their stand has the following: Self-supporting side and rear walls, company name and stand number indication, carpet tiles and lighting. Exhibitors constructing anything higher or lower than 2.75 metres will have to finish off their stand accordingly, including adjacent stands where applicable.

All participants who do **not** use a shell scheme stand are required to send their stand design to the organisers before 1 February 2010 for approval. Approval will be given in writing by the relevant Duty Manager in consultation with the organisers.

The usual construction height – including for island stands – is 2.75 m., including any planking. All pertinent information can be found in the Construction Regulations, which can be obtained from the project team.

Exhibitors may hire a shell scheme stand from the organisers. The rental fee is € 95.00 per square metre of allocated standspace (excl. VAT and stand rental).

The Shell scheme stand package consists of the following elements:

- a. white plasticized partition walls, 250 cm high, modular construction;
- b. 30 cm wide white name board, in system construction, mentioning the stand number and company name (one set per stand);
- c. the laying of carpet tiles in the colour chosen by the exhibitors;
- d. a storage space of 1m x 1m with a lockable door;
- e. one table and four chairs, one counter and one barstool;
- f. one 220 V wall socket (double);
- g. 1 spotlight per 4 square metre;
- h. electricity connection (day-time power) and current consumption (of the wall socket and the spotlights);
- i. daily cleaning of the stand.

RAI Promo Packages

Exhibitors can reserve a RAI Promo Package. The Promo Packages consist of several promotional activities setting your company in the spotlight before, during and after the exhibition. You can choose either a Gold, Silver or Bronze package. The number of Packages is limited. RAI Promo Packages will be allocated on a first come, first served basis. For more information on the packages you can contact: Gerard Rijnbeek, Salesmanager ISSA/INTERCLEAN, tel.: +31 (0)20 – 549 3059, E: g.rijnbeek@rai.nl.

Permits

Exhibitors using stands with multiple stories, a gallery and/or podia must request a permit from the local council at the latest eight weeks before the beginning of construction. These requests should be addressed (in threefold) to:

Stadsdeel ZuiderAmstel
Afdeling Vergunningen en Subsidies
P.O. Box 74019
1070 BA Amsterdam
The Netherlands

T: +31 20 546 44 64 (between 11 a.m. – 12 a.m.)

In addition, you must receive written permission from the Dept. Duty Management of Amsterdam RAI. Where building with extra stories is concerned, the exhibitor will also be charged 50% of the hire of stand space per square metre, excl. VAT. For exhibitors who registered for stand space before 1 July 2009 this fee amounts to € 103.00 for exhibitors who registered after 1 July 2009 this fee amounts to € 114.50.

VAT refund

All VAT owed must be paid to the organisers. The Dutch Ministry of Finance has determined that international participants can, under certain circumstances, be entitled to a refund of the VAT paid on goods and services delivered in the Netherlands. For more information we refer to www.vatalliance.co.uk/rai.

All agreements and stipulations based on them are exclusively subject to Dutch law. All disputes will be settled by the competent Dutch judge.

Disputes

Any complaints should be made within 30 days of the last day of the exhibition. Complaints brought to our attention beyond this deadline will not be addressed.

Application for stand space

- An applicant / participant (hereinafter referred to as 'Participant') declares, by means of a fully completed application form submitted to the organisers, that he/she is in agreement with the conditions of participation in force for the fair, exhibition and other event (hereinafter referred to as the 'Exhibition') contained in the relevant 'Conditions of Participation' (the entirety of the Standard Terms and Conditions, the Specific Terms and Conditions and the Standing Rules).
- No right to allocation of stand space may be derived from the application. In special cases the organisers may decide not to process an application, to allocate less stand space than has been applied for, to alter allocated stand space or to withdraw an existing allocation without the Participant being entitled to claim compensation for damage incurred.
- The information requested on the application form must be provided in full. Without being liable to pay any compensation, the organisers have the right to refuse any goods or services which have not been mentioned on the application form or which they consider inadmissible by virtue of the Conditions of Participation, or to have such goods or services removed from the Exhibition forthwith.

Cancellations

- The organisers reserve the right at all times to change the dates of the Exhibition or to cancel the Exhibition altogether in the event of circumstances beyond their control (force majeure), without a Participant having the right to claim compensation for any damage.
- No application may be cancelled or altered unilaterally by the Participant. The organisers may grant a request to cancel or alter an application subject, among other things, to the condition that the Participant concerned pays a cancellation fee. This fee amounts, at least, to:
 - upon cancellation more than 365 days before the first exhibition build-up day: 15% of the Participation Costs;
 - upon cancellation in the period from 365 to 183 days before the first exhibition build-up day: 50% of the Participation Costs;
 - upon cancellation in the period from 182 to 63 days before the first exhibition build-up day: 75% of the Participation Costs;
 - upon cancellation in the period from 62 to 32 days before the first exhibition build-up day: 100% of the Participation Costs;
 - upon cancellation in the period up to and including 31 days before the first exhibition build-up day: 120% of the Participation Costs.
- Participation Costs are the costs payable by the Participant to the organisers for the stand hire and, if applicable, the stand build-up, plus the VAT due.
- In the case of cancellation for whatever reason, the Participant will always forfeit his/her application fee, plus the VAT due.

Stand hire and payment obligations

- Unless otherwise stipulated in the Conditions of Participation, payment must be made as follows:

1. the application fee before or on the due date of the invoice in question;
2. the Participation Costs in 2 instalments:
 - 25% of the Participation Costs;
 - 100% of the Participation Costs minus the above-mentioned 25%;before or on the due date of the invoices in question.

- If the Participant does not meet his/her financial obligations, the organisers will be entitled not to proceed with the allocation of stand space, or to withdraw an existing allocation of stand space or not to make stand space available, without prejudice to the organisers claim for full payment of the amounts due.
- The organisers are entitled to contract out the collection of the amounts owed by the Participant, in which case all costs will be borne by the Participant, plus the statutory interest and extrajudicial costs of collection amounting to 150% of the principal.

Liability

- Goods present in the Exhibition Building or its grounds are for the account and risk of the Participant. The organisers do not undertake the insurance of the goods. The organisers are not liable for any damage or injury from whatever cause to goods or persons caused by or connected with participation in the Exhibition, unless there has been intent or gross negligence on the part of the organisers. Nor can the organisers be held liable for damage to third parties caused by the use of the stand by the Participant or his/her staff or by persons working on the instructions of the Participant. The Participant shall indemnify the organisers against all claims by third parties on this account.
- The Participant is liable for and must take out adequate insurance against any damage caused in any way whatever by acts or omissions on his/her part or on the part of his/her staff or persons working for him/her or on his/her instructions or caused by his/her exhibits or goods. The Participant shall indemnify the organisers against all claims for which they may be held liable by third parties.

Final provisions

The organisers may, without giving notice of default and without recourse to the courts, take one or more of the following measures against a Participant who breaches any provision of the Conditions of Participation or fails to comply with a direction given by or on behalf of the organisers (such measures being taken at the expense of the Participant):

- refuse the person(s) concerned admission to the Exhibition and/or the Exhibition Building with immediate effect;
 - have his/her stand closed and/or cleared;
 - keep possession of the goods displayed and of anything constructed or installed by the Participant;
- without the Participant being entitled to enforce any right to restitution or reparation.